THE RAP SHEET

Information from the Criminal Records Division

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Welcome!

Last fall the LEIN system was shutdown over a weekend while the conversion to Next Generation LEIN (NGL) was accomplished. Later this summer, in a manner similar to the LEIN shutdown, it will be necessary to shut down access to the Automated Fingerprint Identification System (AFIS) to allow for the switch to an expanded and improved system. Information regarding the update is included in this issue.

Many LEIN system users have experienced slow response to phone and email messages, delays in getting background clearances or ORI information updated and processed, and the inability to contact members of the CJIS Field Services Section. Due to a funding gap created by action of the CJIS Policy Council to eliminate LEIN fees, and the resulting shortfall in the LEIN budget, personnel have been shifted into funded positions and some services have been temporarily halted. Unfortunately, this status will remain until a long-term solution is developed.

Other articles in this issue focus on criminal history updates, the Fingerprint Identification Unit, proper disposal of electronic media, and Internet Criminal History Tool (ICHAT).

The men and women of the Criminal Records Division (CRD) appreciate your assistance as we work together to provide timely and accurate information to enhance criminal justice and public safety information.

Fingerprint Identification Unit

The CRD's Fingerprint Identification Unit monitors, edits, and verifies all ten-print transactions for the State of Michigan. In 2007, 776,942 ten-print transactions were processed. Michigan's AFIS assists our technicians with these transactions. The Fingerprint Identification Unit assists in monitoring AFIS, checks Live Scan transactions, and provides fingerprints from the database to law enforcement agencies.

AFIS will reject a transaction when fingerprints are not placed in the correct sequential order. When this occurs, a response is sent in the Live Scan message log. A Criminal History Record (CHR) will not be created for a rejected transaction until corrections are made. If the subject is still in custody, the Fingerprint Unit will call asking for a reprint. If the subject was released, a court order may be required to reprint the subject.

The Fingerprint Identification Unit is comprised of seven fingerprint technicians working three shifts.

> Hours: Sunday 7:00 a.m. through Friday 12:00 midnight
>   Saturday 8:00 a.m. through Saturday 12:00 midnight

Questions regarding fingerprinting may be directed to a fingerprint technician at 517-322-5515.

Automated Court Disposition Reporting

Prosecutor's Re-Issuing of Warrants

Due to processing problems caused when warrants are dismissed and then re-issued, the Criminal History Workgroup, CRD, court personnel, and the Prosecuting Attorneys Coordinating Council (PACC) have made the following recommendation:

> The prosecutor's office should assign a new Criminal Tracking Number (CTN) to the re-issued warrant. If the arrest/incident is not on the CHR, then the court needs to "Order for Fingerprints" (MC-233). When the fingerprints are ordered, a new Tracking Control Number (TCN) is assigned.

Questions concerning prosecutor warrant re-issuing may be directed to Ms. Diane Sandborn at (517) 636- 0121 or sandbord@michigan.gov.

Due to a shortfall in the LEIN line item in the 2008 MSP budget, effective April 1, 2008, staffing adjustments in the CJIS Field Services Section have been implemented. The CJIS Field Services Section strives to continue to provide the best service possible. Officer and citizen safety remain MSP's highest priority.

The shortfall also had an impact on the MSP Information Security Officer (ISO). The ISO is currently only performing information security duties one day a week.

Your patience and understanding is appreciated. If you have any questions or concerns, please contact Mr. Tim Bolles, Acting Assistant Director, Criminal Records Division at 517-322-5529 or by e-mail at bollestd@michigan.gov.

Michigan AFIS Expansion Project

The Michigan AFIS Expansion Project is scheduled to be complete in July 2008. Features of the project include:

Expansion and upgrades
- Equipment upgrades
- Storage expansion
- Throughput expansion
Palm print submission, storage, and search capability

There are many other features and advancements being added to the Michigan AFIS that will highly enhance the ten-print and latent search capabilities and results.

Project Timeline
- March 2008 - System review and initial testing began
- April 2008 - Remote latent terminal installed and staff training was completed
- May 2008 - Training for ten-print and latent staff training was conducted
- June 2008 - Remote latent terminals and equipment will be delivered to sites
- July 2008 - System final acceptance
- July 2008 - Switchover to new AFIS

Remote latent terminals are now being packed for shipping to the AFIS latent sites. AFIS latent terminal sites will receive information through correspondence detailing terminal delivery, network configurations, and training schedules.

Switchover dates are being scheduled in July. During the switchover, AFIS will be unavailable for approximately three days. To ensure that all pending jobs are completed, Live Scan submissions will be discontinued two hours prior to shutdown.

During shutdown, our databases will be transferred to the new system and verification of connectivity of AFIS and Live Scan devices will occur. This shutdown will allow for a limited number of Live Scan transactions to be queued on the new system to relieve possible storage issues and to prepare for processing when the new AFIS is in full operation.

As we get closer to the switchover, information regarding system downtime will be broadcast through LEIN. We will make every effort possible to reduce system unavailability.

Recently, inquiries have been received regarding the reuse and disposal of media for CJIS information. CJIS Policy states:

Media Reuse

IT storage media that will be reused by another entity shall be sanitized. The steps taken to sanitize shall be documented by the releasing agency and must adhere to the approved sanitization wipe identified by the Michigan CJIS Systems Officer.

Media Disposal

When unusable, diskettes, tape cartridges, ribbons, hard copies, print-outs, and other similar items used to process CJIS data shall be destroyed by shredding, incineration, or degaussing, or utilizing the appropriate data wiping/destroying software tool that adheres to a level "x" data wipe, considering whichever method is available, appropriate, and cost effective. As new storage technologies become available, appropriate data-destruction methods in compliance with CJIS requirements must be used. See Appendix G of the Michigan CJIS Policy for a table that defines data wiping levels. Michigan CJIS Policy is available via the Law Enforcement Online (LEO) website or MICJIN Portal.

Questions may be directed to Ms. Terri A. Smith, ISO at smithta@michigan.gov.

ICHAT – A Look Back on 10-Years

During the 1990s, MSP had a name based criminal history check service. This service was available to the general public via a fax, mailed request, or a special 1-900 number that could be accessed by private security companies. Six full time staff members handled the incoming faxes, mail requests, and the 1-900 line. During its peak time, staff processed approximately 200,000 mail requests, and 8,000 to 10,000 calls per year. Average response time for faxed or mailed name-based requests was 15 to 30 days.

MSP saw the internet as a way for the department to expand its service offerings and, in 1999, the first version of ICHAT was created. ICHAT is a web-based tool which provides a single point of access for Michigan citizens to run a name-based search on the Michigan CHR. This system allows any person with access to the Internet to run a name-based Michigan criminal history search at any time from anywhere in the world. Shortly after the internet search was implemented, MSP began working on programming to accept a credit card for an ICHAT payment. In 2000, the credit card programming was complete; ICHAT became the first web based service that accepted a credit card for payment in state government. The paper and fax searches were phased out in 2006.

ICHAT was recognized for creative use of technology in government from *Government Technology* magazine.

Criminal Records Division Help
Applicant Background Check (517) 322-1956
Computerized Criminal History (517) 322-1956
Fingerprints (517) 322-1956

How can we help? If you have ideas for future articles, please contact Ms. Marcy Best at (517) 636-6158 or bestm@michigan.gov.